AFRL implements OPR/EPR reporting system

as submitted by the EBS Program Office

WRIGHT-PATTERSON AIR FORCE BASE, Ohio — Air Force Research Laboratory personnel have many of the same frustrations as experienced in other business environments: surprise deadlines, lack of up-to-date tracking mechanisms, and difficulty finding necessary information. The Enterprise Business System (EBS) Program Office is working to alleviate these frustrations.

On Oct. 1, EBS and AFRL/Personnel (DP) implemented a new system to generate, route, track and report on Officer and Enlisted Performance Reports (OPR/EPRs) and Performance Feedback Worksheets.

"The OPR/EPR system is a win for the lab and starts us in the right direction of more efficient business processes that will enable us to do what we do best — technology research and development for the warfighter," said Col. David Walker, vice commander.

The new OPR/EPR system will significantly reduce administrative burdens on all military officers, their supervisors and processors, allowing more time to focus on their core tasks.

"With the new pre-population feature, we will reduce the 40-percent-plus error rate attributed to typos made while filling out standard data alone," said Pat Schmidlapp from DP. "With this one feature, we can process OPR/EPRs at a faster rate, creating a smoother, more professional process that our military personnel deserve."

Other benefits include notification to supervisors about upcoming OPR/EPRs, signaling of the form's status at every step of the process, and allowing access to the system from all locations for seamless transfer of information.

The system is targeting four main user groups: AFRL headquarters, orderly room personnel, executive officers and raters. These groups work with performance reports on a daily basis and will get the most benefit from the new system. This capability is the first step in an incremental approach to deliver accurate and timely information across the lab.

"We're lucky to have a great working relationship with our DP partners," said George Orzel, the EBS program manager. "The OPR/EPR system implementation has been very successful and we look forward to expanding the capabilities of the application to cover other DP functions." **@**